

**Richland Two Technology and Learning Coach
Job Description
(ISTE Standards Alignment)**

SALARY SCHEDULE: Teacher Salary Schedule – 195 days

QUALIFICATIONS:

1. Valid South Carolina teacher certificate
2. At least three years experience as a certified teacher
3. Demonstrate an aptitude for integrating technology in the classroom
4. Working knowledge of applications software and computer technology in a networked environment
5. Knowledge of effective teaching practices and curriculum development

REPORTS TO: Building Principal with district responsibilities coordinated by District Technology Integration Team

PRIMARY PURPOSE:

The Technology and Learning Coach (TLC) is a certified teacher who works with staff to integrate technology into the curriculum in a way that develops skills, increases understanding, and explores applications which enable students and staff to utilize technology. The TLC's schedule will be flexible to enable him/her the ability to work with staff during the school day.

PERFORMANCE RESPONSIBILITIES:

1. **Visionary Leadership:** Technology and Learning Coaches inspire and participate in the development and implementation of a shared vision for the comprehensive integration of technology to promote excellence and support transformational change throughout the instructional environment.
 - Look for grant opportunities for technology-related items.
 - Advocate for policies, programs, and procedures to support and implement the district technology plan at the site level.
 - Contribute to the development of the school technology plan.
 - Communicate the district technology plan at the site level.
 - Meet regularly with technology leadership team and curriculum teams to discuss ideas and develop technology courses and projects school-wide.
2. **Teaching, Learning, and Assessments:** Technology and Learning Coaches assist teachers in using technology effectively for assessing student learning, differentiating instruction, and providing rigorous relevant and engaging learning experiences for all students.
 - Model integrated uses of technology in the instructional process.
 - Plan with teachers to integrate technology authentically and appropriately in the classroom.
 - Provide support and training for technology tools and resources

3. **Digital Age Learning Environments:** Technology and Learning Coaches create and support effective digital-age learning environments to maximize the learning of all students.
 - Consult with teachers to select appropriate technology for classrooms.
 - Analyze user needs, evaluate systems and recommend purchases of new equipment and software.
4. **Professional Development & Program Evaluation:** Technology and Learning Coaches conduct needs assessments, develop technology-related professional learning programs, and evaluate the impact on instructional practice and student learning.
 - Work with the staff to define their specific technology training needs.
 - Work with technology integration specialist to design and present appropriate professional development.
5. **Digital Citizenship:** Technology and Learning Coaches model and promote digital citizenship
 - Assist in the compliance with software licensing laws and CIPA.
 - Work with teachers and administrators to teach the internet safety curriculum.
6. **Content Knowledge and Professional Growth:** Technology and Learning Coaches demonstrate professional knowledge, skills, and dispositions in content pedagogical and technological areas as well as adult learning and leadership and are continuously deepening their knowledge and expertise.
 - Engage in continuous learning to deepen professional knowledge and skills.
 - Evaluate and reflect on professional practice and dispositions to improve and strengthen ability to effectively model and facilitate technology-enhanced learning experiences.

Other duties as assigned to support the efforts of the district in implementing the overall technology plan.